



Local Emergency Planning Committee  
For New Castle County  
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David Irwin, Chairman  
Tom Kovach, Vice Chairman  
Jacob Morente, Vice Chairman

## Meeting Minutes

May 9, 2016

Host: Formosa Plastics

Location: Delaware State Fire School, New Castle Division  
2311 MacArthur Drive New Castle, DE 19720

The May 9, 2016 meeting of the LEPC for New Castle County was held at the above noted date and place.

### SERC Approved LEPC Member Attendees: (22)

Bob Barrish – Community Rep.  
Kim Bennett – Formosa Plastics  
Joe Cochran – NCC OEM  
Avery Dalton – SERC Executive Sec/DEMA  
Bill Davis – EPCRA DNREC  
Mark Dolan – ARP DNREC / NCCIHMR Training  
Mike Gladle – University of Delaware  
Babak Golgolab – Community Rep / DRBA  
Mark Hanson – DuPont Experimental Station  
Wayne Hopkins – DuPont Co, Chestnut Run  
David Irwin – Chairman, LEPC for NCC

Sharon Jefferson – American Red Cross  
Bill Kelly – Sunoco Logistics  
Dr. Ming Lau – Dept of Public Health  
Joseph Leonetti – St Francis Hospital / NCC Decon  
Mark Lucy – Miller Environmental Group  
Bill McCracken – Public, LEPC NCC IT  
Jacob Morente – Vice Chairman, LEPC for NCC  
Beth Neumane – Rogers Corp.  
Joseph Rubin – WSFS  
Al Stein – Citizen  
John Verdi – BASF

### Other Attendees:

Ken Cenci – ARP DNREC  
Heather Hudson – Dept. of Public Health  
Mark Logerman – NCC EMS  
Steve Lopresti – Lewis Environmental  
Roger Miner - DWS

Dan Pierimoni – Formosa Plastics  
Terry Pierse – American Red Cross  
Eric Schuller – State Government  
Edwin Shively – Hologic

**Call to Order:** Chairman Irwin called to order the May 9, 2016 meeting of the Local Emergency Planning Committee of New Castle County to order at 2:32pm. He welcomed everyone to the facility, discussed exits and evacuation procedures in an event of an emergency. The Chairman also thanked Kim Bennett of Formosa Plastics for hosting the meeting.

#### I. Welcome:

Kim Bennett of Formosa Plastics offered refreshments to the group.

#### II. Introductions:

A round of introductions was conducted.

### III. Approval of the Agenda:

Chairman Irwin requested a motion to approve the agenda. Motion was made by Babak Golgolab and seconded by Beth Neumane. No changes, corrections or discussion on the motion. The motion was passed unanimously.

### IV. Meeting Minutes Approval:

Chairman Irwin noted that a copy of the previous meeting minutes were sent via email to the membership. Jake Morente offered two small corrections. Chairman Irwin asked for a motion to approve the March 14, 2016 minutes with corrections. A motion to accept was made by Babak Golgolab and seconded by Al Stein. The motion was passed unanimously.

### V. Committee Reports:

**A. Finance:** Chairman Irwin reported the following expenses since the last meeting.

Background Check	\$0
Post Office Box Fees	\$0
<u>Professional Service Fees</u>	<u>\$13,333.34</u>
Total Expenses	\$13,333.34
 Account Balance	 \$18,058.68

**B. IT Committee:** Committee Chairman Bill McCracken reported that the SERC IT Committee met in Dover at the Delaware State Fire School on March 23, 2016 and determined following for access to Tier II Manager:

- The LEPC's will approve the users within their districts
- Planners, responders & dispatch centers will have access to all features of the software
- Each fire company will be given just the information within their fire district for pre-planning purposes.
- V. Miller at DSFS will develop an online tutorial after the final software modifications are made with access to the tutorial through the school.
- All software modifications are anticipated to be completed by the end of 2016.

**C. DECON Committee:** Committee Chairman Joe Leonetti reported on the following incidents since the last LEPC meeting.

1. March 18 University of Delaware, Drake Hall 160 Academy St – Chemical Odor
2. March 21 DuPont Stine Haskell, 1090 Elkton Rd – Hydrogen Flouride spill & exposure
3. March 25 Hidden Valley Apts, 500 Homestead Rd, Bldg G – CO Leak with 4 fatalities
4. April 6 University of Delaware, DuPont Hall, 127 The Green – Structure Fire/Decon
5. April 16 DSFS, Training – Hazardous Materials Response Skills Class
6. April 23 DSFS, Training – Hazardous Materials Response Skills Class

**D. Training NCCIHMR:** Committee Chairman Mark Dolan reported on the following New Castle County Industrial Hazardous Materials Response Alliance training activities since last LEPC meeting.

Session II: Friday & Saturday, April 1st & 2<sup>nd</sup>, 9<sup>th</sup> Annual State of Delaware Hazardous Materials Training Workshop in Dover at the Delaware State Fire School. Classroom and hands-on field training evolutions included tactics and response for anhydrous

ammonia releases, IED and homemade explosives awareness training, USDOT hazmat regulations, CBRNE response training, risk-based air monitoring and detection, flammable liquid tank firefighting strategy and tactics, chemical suicide, clandestine methamphetamine labs and illicit marijuana grow labs, managing chlorine, hydrogen chloride and vinyl chloride emergency responses including applying Chlorine Institute Emergency Kits 'A', 'B' and 'C' and the Midland Emergency Response Kit, hazmat branch officer certification, pre-hospital hazmat-related patient care and hospital decontamination.

Session III: Friday, April 29<sup>th</sup> 5:30-8:30 & Saturday, April 30<sup>th</sup> 8:00-4:00 "MC331 Tank Trailer/Truck Emergency Response" (8 hours) conducted by Ron Gore and Mike Banks, Safety Systems Emergency Counter-Measure Services, Inc. New Castle Division. Delaware State Fire School – Schagrin Gas Co. 27 hazardous material responders attended.

The remaining 2016 NCCIHMR Training Schedule (11 hours of training) as follows:

1. Session IV: Friday & Saturday, September 23<sup>rd</sup> & 24<sup>th</sup> 8:00am-4:00pm, Safe Transportation Training Specialists, tank truck emergency response workshop. Elsmere Fire Co. Station 16. (8 hrs)
2. Session V: Tuesday & Thursday, October 11<sup>th</sup> & 13<sup>th</sup>. 5:30-8:30pm Level A CPC In-Suite Emergencies and Obstacle Course. 5:30-8:30, DuPont Co, Chestnut Run (3 hrs)
3. 15th Annual Planning and Training Meeting: Wednesday, November 2<sup>nd</sup> 5:30-9:00, Elsmere Fire Co. Station 16

**E. Transportation Committee**: Committee Chairman Al Stein reported no activity.

#### **VI. EPCRA Report:**

Bill Davis from DNREC EPCRA reported that as of May 9<sup>th</sup>, 1933 facilities had completed submission and against 2015 facilities, compared to 1865 in 2014 as of 12/31/15. 761 reporting in New Castle County. EPCRA in second round of delinquency outreach. DNREC EPCRA also working on sector compliance/assistance in public schools, dry cleaners and transportation (airports, marinas, railyards)

#### **VII. SERC/DEMA Activity:**

Avery Dalton, DEMA and SERC Executive Director provided the following report.

- SERC Meeting was held March 9<sup>th</sup>
  - Staff from DelDOT Volpe Center discussed project to study strategies to improve highway safety through identification of illicit transportation of hazmat and other contraband in Delaware.
  - Tony Murray of USDOT presented information on EO 13650.
- HMEP – meeting held on April 20<sup>th</sup> to approve 3-year grant 9/30/16-9/30/19, approved and application submitted to PHMSA on 5/2/16
- General topics: Norfolk Southern safety train classes in Baltimore, May 24-26, 2016 registration open. [www.joinNSoar.com](http://www.joinNSoar.com)
- DEMA participating in virtual table top exercise on May 10<sup>th</sup>, 12:00-4:00pm

#### **VIII. Staff Reports:**

SERC/Tier II

3/20/2016	Recorded and distributed March's LEPC for NCC meeting minutes
3/23/2016	SERC IT Committee Meeting at DSFS, Dover – first responder survey results, initial Tier II database platform contents delivery, web-based tutorial, etc.
4/4/2016	Sent current NCC Tier II Manager access names contact information to NCC Emergency Communications Chief and representative for review.
4/7/2016	Participated in Del DOT's Volpe Team meeting in Dover regarding a nationwide transportation research project. "Development of strategies to improve highway safety through identification of illicit hazmat and other contraband in Delaware"
4/15/2016	Follow-up with NCC Emergency Communications Assistant Chief Don Holden regarding Tier II Manager access list review.

Site Assessments & Plan Reviews: (4)

4/8/2016	Rogers Corporation	(Bear)	3 suggestions/considerations
4/13/2016	Siemens Healthcare	(Glasgow)	4 suggestions/considerations
4/21/2016	The Pond	(Newark)	4 suggestions/considerations
5/6/2016	Ashland, Inc.	(Wilmington)	4 suggestions/considerations

Outreach:

- Started 2016 Outreach and Fire Company Open House event calendar. Peach Festival (Middletown) Saturday, August 20th Station 27
- Distributed Emergency Preparedness brochures (250) at New Castle Town Hall
- NCC Airport's full-scale MCI exercise Saturday, April 16, 2016 0730-1230
  - Attended planning meeting at NCC Airport, April 15, 2016 (2 hours)
  - Served as an exercise evaluator & participated post critique (5 hours)

Fire Service Liaison:

3/28/2016	Email Tier II Database first responder main elements to Fire Chiefs
4/7/2016	Attended NCC Fire Chief's meeting at Brandywine Hundred Fire Co. <ul style="list-style-type: none"> <li>• Thanked attendance for the Hazmat Training Workshop April 1st &amp; 2nd</li> <li>• Personally discussed new initiative of inviting the Fire Chief to accompany me on site visits in their respective districts – look for email invites, contact me with questions.</li> </ul>
Misc. Emails	To County Fire Chiefs inviting them to accompany my Site Visits and Emergency Plan Reviews at facilities within their fire district.

NCCIHMR & Training:

4/1/2016	Participated in Hazmat Training Workshop, attended 'If you cannot measure it, you cannot manage it' course. Dover, DE
4/2/2016	Participated in Hazmat Training Workshop, attended 'Hazmat Branch Officer' course Dover, DE

4/27/2016	Hazmat Workshop 'hot wash' training event review, at Mill Creek Fire Company. Kept, produced and distributed meeting minutes
4/29/2016	Provide lunch and participated in NCCIHMR Training Session III at D.S.F.S. New Castle Division

*Special note: I'll be out of town for our July 11th, 2016 meeting – on a mission trip.*

David Irwin

Activity Report March 14 – May 9, 2016

SERC Activities:

- Represented the LEPC at the April 20<sup>th</sup> SERC HMEP Grant special meeting
- Represented the LEPC at a SERC sponsored US DOT / Volpe Center Meeting (4/7)
- Chaired the 9<sup>th</sup> Annual HazMat Training Workshop Hotwash meeting hosted by Mill Creek Fire Company (4/27)
- Chaired the SERC IT Committee meeting (3/23)
- Facilitated 9<sup>th</sup> Annual HazMat Training Workshop Dinner Program (4/1)
- Facilitated the 9<sup>th</sup> Annual HazMat Training Workshop on April 1<sup>st</sup> & 2<sup>nd</sup>

Emergency Response Plan Reviews and Facility Visits:

- No activity this period

Exercise Status:

- No activity this period

NCCIHMR:

- Participated in both of Safety Systems 6 hour classroom and hands-on MC331 training sessions conducted at the DSFS on April 29<sup>th</sup> & 30<sup>th</sup>
- Met with Training Committee Coordinator and 31<sup>st</sup> CST representative to discuss upcoming training exercise

Outreach Initiatives:

- Represented LEPC at "America's SBDC Delaware" Delaware Business Resiliency Summit on April 6<sup>th</sup>
- Represented LEPC at the Riverfront Development Corporation's celebration of the last 20 years achievements and a look forward to the next 20.
- Represented LEPC at three CAP meetings. Chemours (4/5), the Delaware City Refinery (4/12) and FMC (3/23)
- Represented LEPC at the Delaware City CAER meeting (4/14)

Additional Activities:

- Created and forwarded to DEMA for printing Workshop Dinner Program, Sponsor (including logos) and Committee member list
- Sent (15) thank you letters to HazMat Workshop Instructors

- Worked with Workshop presenter to resolve contract problems
- Crown Trophy to develop Workshop sponsor and special recognition plaques
- Worked with several Workshop committee workers to place promotional items and programs in 350 portfolios
- Created HazMat Workshop PowerPoint presentation
- Presented 2014 HazMat Exercise video at DC CAER meeting
- Coordinated logistics with Ron Gore for MC331 NCCIHMR training
- Documented three Hazardous material reportable release reports in accordance with EPA regulations
- Served as a subject matter expert for two corporations and one consultant

#### **IX. Old Business:**

Chairman Irwin reported on the special meeting of the SERC was held Wednesday, April 20<sup>th</sup>, 2016 which approved the following HMEP requests for FY2017.

1. Emergency Preparedness & HazMat Response Conference (2 people)
2. Hotzone Survival Training
3. HazMat Trench/Structural Training
4. Radiation Transportation Incident Response Training

#### **X. New Business:**

- LEPC Reports            LEPC Chairs, none present
- Chairman Irwin presented a Thank You plaque from the 9<sup>th</sup> Annual Hazmat Training Workshop to Kim Bennett at Formosa Plastics

#### **XI. Presentation:**

Chairman Irwin delivered a 10 minute informative PowerPoint presentation with statistics and pictures from the 9<sup>th</sup> Annual Hazmat Training Workshop held at the Delaware State Fire School, Dover campus, April 1<sup>st</sup> and 2<sup>nd</sup>, 2016.

#### **XII. Any Other Business:**

Joe Rubin from WSFS suggested reviewing your continuity of operations, shelter in place and evacuation procedures for events such as potential civil unrest incidents such as the McDole case in Wilmington.

***Next Meeting:*** July 11<sup>th</sup>, 2016 – Delaware State Fire School – New Castle Division  
2311 MacArthur Drive, New Castle, DE 19720 2:30pm

*Host: DuPont Experimental Station*

**XIII. Adjournment:** Motion to adjourn by: Babak Golgolab and seconded by Al Stein. Vote: Unanimously approved. Chairman Irwin adjourned the meeting at 3:13pm.

Recorded and distributed by Jacob Morente